EITI Extractive
Industries
Transparency
Initiative

International Secretariat   Oslo, 31 March 2015

Board paper 29-0-A

Draft Agenda

Tuesday 14 April

29th EITI Board meeting, MBE Conference room

09:00   29-0 Welcome and adoption of the agenda
  Board paper 29-0-A Draft agenda

09:05   29-1 EITI Board retreat – MBE Conference room
Board paper 29-1 EITI in 3-5 years: issues for consideration
Board paper 29-1-Annex A Entrenching EITI reporting: Draft terms of reference for a feasibility study
Board paper 29-1-Annex B Review of quality and timeliness of EITI reporting
Board paper 29-1-Annex C Reflections from the International Secretariat on the Scanteam Review

It is envisaged that the Board retreat will be structured as follows:

09:05   Introduction of the papers

09:20   Initial reflections from Board members

10:00   Breakout group discussions on (1) Increasing impact; (2) EITI Standard: adjustments and clarifications; (3) Improving procedures: governance and implementation support.

11:00   Reporting back, discussion continued

11:45   Emerging consensus and next steps

12:00   **Lunch**

13:00   **29-1 EITI Board retreat – concluding comments from Board and observers**

13:15   **29-2 Report from the Secretariat**
General update, including follow-up on actions and decisions through circular since the last Board meeting.

Board paper 29-2-A Implementation Progress Report January-March 2015
Board paper 29-2-B Outreach Progress Report January-March 2015

14:30   **29-3 Report from the Implementation Committee**
Board paper 29-3-A Update on the beneficial ownership pilot
Board paper 29-3-B Reporting deadline and Validation extension request: Liberia
Board paper 29-3-C Reporting deadline extension request: Tajikistan

15:15   Break

15:30   **29-4 Report from the World Bank MDTF**

16:00   **29-5 Report from the Validation Committee**
Board paper 29-5-A Validation: Azerbaijan
Board paper 29-5-B Secretariat Review: Afghanistan

17:00   **End**

Wednesday 15 April

09:15   **29-5 Report from the Validation Committee continued**

10:00   **29-6 Report from the Outreach and Candidature Committee**
Board paper 29-6 EITI Outreach Strategy 2015

10:30   **29-7 Report from the Governance Committee**
Board paper 29-7-A Board Survey: consolidated results
Board paper 29-7-B Draft Terms of Reference for a review of the governance and oversight of the EITI
Board paper 29-7-C EITI per diem policy

11:15   Break

11:30   **29-8 Report from the Finance Committee**
Board paper 29-8 2014 EITI Annual Accounts and Q1 2015 Forecast

11:55   **29-9 Report from the Audit Committee**
Board paper 29-9-A Report from the Audit Committee

Board paper 29-9-B EITI Annual Report 2014
Board paper 29-9-C Management Letter 2014

12:00   29-10 2015 Board Meetings and 2016 Global Conference
Board paper 29-10 2016 EITI Global Conference

12:30   29-11 Report from the Nominations Committee
Board paper 29-11 Draft terms of Reference for the EITI Board's Nominations Committee
and Chair of the Board profile

12:45   Any other business

13:00   29th EITI Board meeting ends

Summary of actions from previous Board meetings

Note: In Berlin the Board agreed to include, in future Board agendas, a summary of action points agreed at previous meetings and details on their current status. In Lima the Board agreed the update should list all actions from the previous meeting and action items from earlier meetings that were not yet complete.

Agenda item	Action	Status
Action items from the 28th Board Meeting, 14-15 October 2014, Nay Pyi Taw, Myanmar		
28-2	The OCC with the support from the International Secretariat to review the outreach strategy.	Completed
28-2	The EITI Board to consider a high-level mission to Baku to convey the Board's decision.	Completed
28-2	Azerbaijan to undertake early Validation in accordance with the EITI Standard to commence on 1 January 2015.	Completed
28-4	The Validation Committee to develop procedures for procurement of validators and review the current pool of validators.	Ongoing
28-4	The International Secretariat to consult implementing country MSGs and validators on the TORs for validators and the civil society protocol, and present an updated version to the Board for approval via circular.	Completed
28-4	The International Secretariat to continue monitoring and supporting the beneficial ownership pilot.	Ongoing
28-4	The International Secretariat to modify the language to make the extension request for Sierra Leone open ended.	Completed
28-4	The Chair to write to the Government of Sierra Leone conveying the Board decision and expressing the Board's support and encouragement.	Completed
28-4	The International Secretariat to collate comments from Board members and provide feedback to Scanteam by 31 October.	Completed
28-5	The Chair to write to the Government of Chad to inform them of the Board's decision.	Completed
28-5	The Chair to write to the Government of Indonesia to inform them of the Board's decision.	Completed
28-6	The Chair to write to the Government of Colombia to inform them of the Board's decision.	Completed
28-6	The Chair to write to the Government of the United Kingdom to inform them of the Board's decision.	Completed
28-7	The Governance Committee to gather comments from all constituencies on the draft EITI Constituency Guidelines by the next Board meeting.	Ongoing
28-8	Board members to provide further comments to the workplan via email.	Completed
28-8	The International Secretariat to send via Board Circular the final workplan for Board approval.	Completed
28-10	The Secretariat to refine the options for the Conference and report to the Board.	Completed
28-10	The Secretariat to facilitate the establishment of a conference working group.	Completed
28-11	The International Secretariat to request availability of Board Members for the next meeting in February and suggest alternatives.	Completed
Incomplete action items from previous Board meetings		
Actions items from the 27th Board Meeting, 1-2 July 2014, Mexico City		
27-3	The Rapid Response Committee to assess the situation in PNG.	Not completed

27-4	The Validation Committee to review the list of Validators once ToRs are agreed.	Ongoing
27-8	Governance Committee to consider recommending a policy on Committee attendance.	In progress
27-8	Governance Committee to make a proposal for the Board Governance Review.	In progress
Actions items from the 25th Board Meeting, 16-17 October 2013, Abidjan		
25-3	The Secretariat to indicate in future Implementation Progress Reports what support is suggested in countries rated as "red".	Ongoing
25-3	Further consideration should be given by the Governance Committee to how to manage potential conflicts of interest in that the Secretariat both coaches and supports candidate countries and carries out Secretariat Reviews.	In progress
Actions items from the 24th Board Meeting, 24 May 2013, Sydney		
24-3	The Governance Committee is to address questions on voting procedures, tenure for Board members, external communication by Board members, representation of supporting and implementing countries on the Board and the composition of the Board.	In progress
24-5	Committees to consider drafting workplans to be presented to the Board.	Ongoing
Action items from the 18th Board Meeting, 25 October 2011, Jakarta		
18-4	The Secretariat to sketch next steps towards a firmer UN commitment to the EITI.	Ongoing

Decisions taken via Board circulars after the 28th Board meeting, 14-15 October 2014, Nay Pyi Taw		
BC 182	24.11.2014	Board will meet two rather than three times in 2015, with one meeting in the first half of the year and one in September.
BC 182	24.11.2014	7th EITI Global Conference will take place in early 2016, rather than end of May 2016.
BC 182	24.11.2014	Dominic Emery, Vice-President, Long-Term Planning for BP representing companies is succeeding Elodie Grant Goodey on the Board to serve as Alan McLean's alternate.
BC 182	24.11.2014	Minutes of the 28th Board meeting are approved effective 30 October 2014.
BC 183	11.12.2014	29th Board meeting is to be held in the Congos 14-15 April 2015.
BC 183	11.12.2014	Secretariat Workplan and Budget is agreed effective 19 December 2014.
BC 183	11.12.2014	Nico van Dijck, Director General Bilateral Affairs, Belgian Ministry of Foreign Affairs, is succeeding Annemie Wittockx as an alternate to Pekka Hukka.
BC 184	22.12.2014	Terms of Reference for Validators and the revised Civil Society Protocol are approved effect 1 January 2015.
BC 184	22.12.2014	The Board is not to take action to suspend Sao Tomé & Príncipe, as recommended by the Implementation Committee.
BC 185	19.01.2015	Trinidad & Tobago is designated compliant with the EITI Rules effective 23 January 2015.
BC 185	19.01.2015	The Board agreed to revise the list of accredited Validators.
BC 186	12.02.2015	7th EITI Global Conference is agreed to take place in Lima, Peru.
BC 187	19.02.2015	The EITI Board self-assessment survey is agreed to be launched.
BC 187	19.02.2015	Yemen is suspended due to political instability effective 26 February 2015.
BC 187	19.02.2015	Guatemala and Indonesia are suspended due to failure to meet the end of 2014 deadline for producing EITI reports covering financial year 2012.
BC 187	19.02.2015	Nigeria is granted an extension of the reporting deadline until 31 March 2015.

BC 187	19.02.2015	Cameroon, Madagascar, Tajikistan and Timor Leste are not suspended even though they did not meet the end of year deadline for the EITI Reports and Annual Activity reports. Their outstanding reports had been published prior to the Board taking a decision.